

ProVal Plus Reporting EXCLUDING Review Years

If you are reporting from or updating in ProVal based on criteria where you want to EXCLUDE review years, the following applies:

If more than one exclude, use “And”. For example, if you are running the Value Abstract Report and you want to list all your Ag land except for parcels that have the review years RY01, RY02, and RY03 – the following example shows how this is accomplished:

Choose the Parcels you want to report on or update. Then click “Selection Options.”

Be sure to click “Add” for each Memo ID.

Select “Memo ID” and then check “Not.” Insert the desired Memo ID in the “Memo ID” field. For the first Memo ID you will not use the “AND” relation. However, the subsequent Memo ID’s must have the relation of “AND.” When done, your screen should look like this. Click ‘OK’ when done. Then click ‘OK’ on main window to run your report or update.